



## **Town Administrator's Report**

**October 1, 2013**

**To: Board of Selectmen**

**From: Kevin Sweet, Town Administrator**

Please accept this report as an abridged version of activities and projects underway:

### **Reo/Coolidge:**

Both Reo/Coolidge Parks officially opened on September 27<sup>th</sup>. Town staff is still working with the Contractor and Design Engineer to complete a few remaining items resulting in one play structure at each park that still has ongoing safety issues and these structures are currently fenced off with orange safety fencing. The issues surrounding these pieces of equipment are being reviewed and we hope to resolve the issues and open the structures for public use soon. In addition, we have been working on a design for a favorable solution for the Reo Road Park for the installation of a play structure that will be installed in place of the previously designed "play mound." We are now in the process of working to get this procured and installed for use and enjoyment by the end of the calendar year.

### **Solar Array / Dog Park:**

I had an opportunity to meet with WGES and view the current status of the project and the dog park. WGES is proposing a ribbon cutting ceremony for November 6<sup>th</sup> to have Town officials, DOER representatives; elected officials, etc. attend this ceremony.

With regards to the Dog Park section there has been some concerns raised with the location of the NStar utility poles. Concerns are related to the metal attachments on the poles which have the potential to impose a safety hazard if left as is. The bolts are at eye level and the safety throw switch is also at a level where they can cause harm if someone is walking/running by them. WGES is going to have the contractor come back and cut the excess off the bolts and grind off any sharp edges. The throw switch must remain accessible due to electrical safety code regulations, they have no influence over where NStar dictates location of poles and switches must be located. However, to mitigate any safety concerns to dog park users, they are going to put signage directly on the poles (i.e. danger/warning signage) to make sure it is made explicitly clear to people to stay away from the switch. I will be discussing this week other options in addition to the signage that could mitigate potential risks.

### **Seasonal Influenza Vaccine:**

Seasonal Influenza Vaccine will be provided to Maynard Seniors age 65 or over on October 15<sup>th</sup> from 10am-11:30am at the Union Congregational Church. In addition, we will be holding a public influenza vaccine clinic for any resident age 9 and over October 19<sup>th</sup> from 10am-12pm at the Fowler School Auditorium.

**Downtown Holiday Lights:**

Chris Okafor and I met with Kelli and Nick Costa from the Maynard Business Alliance to discuss the holiday light project. We discussed roles and expectations for this year's event. MBA will continue to communicate with Mr. Okafor regarding power needs and lighting expectations on the Town's part. The proposed date of the lighting ceremony / "Sip and Stroll" is December 7<sup>th</sup> from 6pm – 8pm.

**Department of Revenue:**

Based upon the unaudited balance sheet submitted to the DOR, our certified "free cash" as of July 1, 2013 is:

General Fund = \$1,693,596

Water Enterprise Fund = \$166,248

Sewer Enterprise Fund = \$375,048

**Bonding - Moody's:**

Our municipal bond credit rating agency Moody's Investors Services, affirmed the Town's rating of Aa3. Moody's cited the Town's satisfactory financial position, moderately sized tax base with favorable demographics, recent trend of balanced operations and voter support for debt-exclusions as positive credit factors. The rating agency was particularly happy to hear some of the aggressive tax collection methods we have employed, the automation of receivables and the investments we are making. Special thanks and recognition to Cheryl Kane, Treasurer/Collector for her assistance with this process over the last couple of months.

**Assistant Town Administrator Position:**

The position has been advertised within Town Hall, Town website, MA Municipal Association site, various local graduate public administration program sites and within the Municipal Management Association. The posting will close on October 16<sup>th</sup>. As of today we have received a total of 32 resumes for the position.